

AMO MEMO

REF NO. : GAM/AMO/24/16.
TO : AMO Personnel.
FROM : Engineering Manager.
DATE : 31 July 2024.
TITLE : Reminder - Extra Caution Needed When Transporting Aircraft Components and Spare Parts.

Kindly be reminded to exercise extra caution when carrying aircraft components or spare parts in company or rented vehicles. Recently, there was an unfortunate incident where a company car was broken into during an out-of-base deployment. Luckily no loss of valuable items occurred.

To prevent unwanted incidents in the future, please adhere to the following guidelines:

- i) **Always lock the vehicle:** Ensure that all doors and windows are securely locked whenever you leave the vehicle, even if it's just for a short period.
- ii) **Conceal valuable items:** Keep all aircraft components, spare parts, and other valuable items out of sight. Use the trunk or cover them to avoid drawing attention.
- iii) **Park in secure locations:** Whenever possible, park in well-lit and secure areas. Avoid leaving the vehicle in isolated or poorly lit spots.
- iv) **Stay vigilant:** Be aware of your surroundings for suspicious looking individuals.
- v) **Minimize the time items are left unattended:** Try to reduce the amount of time that valuable items are left unattended in the vehicle.

Your cooperation in following these guidelines is essential to ensure the safety and security of our equipment and to prevent any disruptions to our operations.

Please refer to the attached photo on **Annex.1** for details of the incident, as a reminder to all.

Thank You.

GALAXY AEROSPACE (M) SDN.BHD.

Management Office : No. A-01-02, Blok A, Bangunan Perdagangan Siera Ara Damansara, Jalan PJU 1A/5A, Ara Damansara, 47301 Petaling Jaya, Selangor Darul Ehsan, Malaysia.

AMO Office : Suite 11-14, Helicopter Centre, Malaysia International Aerospace Centre, Sultan Abdul Aziz Shah Airport, 47200 Subang, Selangor Darul Ehsan, Malaysia.

Hangar Address : Hangar 2, UniKL-MIAT, Persiaran A, Off Jalan Lapangan Terbang Subang, 47200 Subang, Selangor Darul Ehsan, Malaysia.

Tel: +603 7455 0555 Fax: +603 7734 7526

www.galaxyaerospace.my



**POLIS DIRAJA MALAYSIA
REPOT POLIS**

Nama : GUA MUSANG
 Daerah : GUA MUSANG
 Kentinjen : KELANTAN
 No. Repot : GUA MUSANG/005008/24
 Tarikh : 30/07/2024
 Waktu : 1644 PM
 Bahasa Diterima : B. Malaysia

Butir-butir Penerima Repot :

Nama : [REDACTED] No. Badan : [REDACTED] Pangkat : KPL

Butir-butir Jurubahasa (Jika Ada) :

Nama : -- No. K/P (Baru) : -- No. Polis/Tentera : --
 No. Pasport : -- Bahasa Asal : --
 Alamat : --

Butir-butir Pengadu :

Nama : [REDACTED]
 No. K/P (Baru) : [REDACTED] No. Polis/Tentera : -- No. Pasport : --
 No. Sijil Beranak : -- Jantina : Lelaki Tarikh Lahir : [REDACTED]
 Umur : [REDACTED] Keturunan : Melayu Warganegara : Malaysia
 Pekerjaan : JURUTEKNIK PESAWAT
 Alamat Tinggal : SYARIKAT GALAXY AEROSPAC MALAYSIA SDN BHD NO A-01-02 BLOK A BANGUNAN
 PERDAGANGAN SIERA ARA DAMANSARA JALAN PUJ 1A/SA ARA DAMANSARA 47301
 PETALING JAYA SELANGOR

Alamat IbuBapa : --
 Alamat Pejabat : --
 No. Tel (Rumah) : -- No. Tel (Pejabat) : 0377347225 No. Tel (Bimbit) : [REDACTED]
 E-mel : --

Pengadu Menyatakan :

PADA 30/07/2024 JAM LEBIH KURANG 6.00 PETANG SEMASA BERADA DI MASJID BULUH MUSE ECO PARK
 JALAN GUA MUSANG - KUALA KRAU 18300 GUA MUSANG KELANTAN SAYA TELAH MELETAKKAN KENDERAAN
 MILIK SYARIKAT GALAXY AEROSPAC MALAYSIA SDN BHD NO PENDAFTARAN : TCF 875 JENIS PRODDUA BEZZA
 DI TEMPAT LETAK KENDERAAN MASJID BULUH UNTUK SOLAT ASAR. SETELAH SELESAI SOLAT ASAR SAYA
 DAPATI TERDAPAT KEROSAKAN PADA BAHAGIAN TOMBOL PEMBUKA PINTU SEBELAH KANAN PENUMPANG
 BELAKANG. SAYA TELAH BUAT PEMERIKSAAN DI DALAM KENDERAAN TIADA KEHILANGAN BARANG. TUJUAN
 LAPORAN SAYA UNTUK TINDAKAN SELANJUTNYA. SERGAN LAPORAN SAYA.

Tandatangan Pengadu: _____ Tandatangan Jurubahasa(Jika ada): _____ Tandatangan Penerima Repot: _____

Salinan Yang Sah
 (Disahkan Oleh KPD)

 KPTM POLIS DIRAJA MALAYSIA
 GUA MUSANG
 KELANTAN
 (Tandatangan & Cop KPD)